

**GOVERNMENT OF PUNJAB
PLANNING & DEVELOPMENT DEPARTMENT**

**GUIDELINES FOR CONDUCTING SOCIAL IMPACT
ASSESSMENTS
FOR PPP INFRASTRUCTURAL PROJECTS**

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SOCIAL IMPACT ASSESSMENT GUIDELINES

IMPORTANT DEFINITIONS

Consultants	Individual consultants, or a consulting firm, or a financial institution, which will provide the services required for the preparation and transaction execution of a PPP project. Given the importance of the transaction execution phase in the life cycle of PPP projects, the consultants are frequently called transaction advisors, and the project development services are referred to as transaction advisory.
Environmental Assessment	Process to determine the environmental impacts of a project in its area of influence, and to evaluate and design mitigation measures. Depending on the significance of project impacts and risks, the process includes an Initial Environmental Examination or a full-scale Environmental Impact Assessment.
Social Impact Assessment	Process to determine social impacts of a project in its area of influence, and to evaluate and design mitigation measures
Affectees	Persons/people/community affected by changes caused by development projects
Government Agency	Department, attached department, body corporate, autonomous body of the Government, local government or any organization or corporation owned or controlled by the Government.
PPP Steering Committee	High-level committee established by the Government and chaired by the Minister of Planning & Development to promote, coordinate, approve and facilitate PPP projects.
Government	Government of Punjab.
Infrastructure	Both traditional infrastructure (transport networks, water supply, energy generation, etc.) and social infrastructure (education and health facilities, etc.).
Public-private partnership	Partnership between the public sector represented by a Government Agency and a private party for the provision of an infrastructure facility

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(PPP)	and/or service with a clear allocation of risks between the two parties. The PPP modalities range from service contracts to management contracts to leases to concessions to build-operate-transfer contracts and their variants.
PPP project	Project implemented on a PPP basis in any of the eligible infrastructure sectors.
PPP Cell	Entity established in the Planning & Development Department to assist Government Agencies in preparing and executing high-quality PPP projects, and act as a PPP catalyst and advocate, knowledge manager, and policy and project advisor to the PPP Steering Committee.
Project Development Facility	Pool of funds available for consulting services required for the preparation and transaction execution of PPP projects.
Project Inception Guidelines	Methodology for Government Agencies on how to identify, screen and register potential PPP projects, draft terms of reference and request for proposals for their preparation and transaction execution, and select consultants.
Project Preparation Guidelines	Methodology for Government Agencies on how to prepare a feasibility study for a PPP project and seek approval by the PPP Steering Committee
Risk Management Unit	Entity established in the Finance Department to review requests for direct and/or contingent government support for PPP projects and ensure its fiscal sustainability.
Transaction Execution Guidelines	Methodology for Government Agencies on how to select the transaction advisory services and Private Party for undertaking a PPP project and seek approval by the PPP Steering Committee.

ABBREVIATIONS

EA	–	Environment Assessment
PPP	–	Public-Private Partnership
P&DD	–	Planning and Development Department
RAP		Resettlement Action Plan
SIA		Social Impact Assessment
SIMP		Social Impact Management Plan
TOR	–	Terms of Reference

1.0 INTRODUCTION

1.1 BRIEF OF PPP INITIATIVES IN PUNJAB

The Government of Punjab is committed to sustainable economic growth and inclusive social development. Global experience has shown that there is a close relationship between these objectives and infrastructure development. The correlation works in both ways – investments in infrastructure are a major driver for economic growth and economic growth requires well functioning infrastructure facilities and services. If infrastructure investments are not kept at a sufficient level, economic growth becomes constrained by power shortages, traffic congestion, high transport costs, and other infrastructure bottlenecks. As to the impact on social development, it is the low-income groups who are most affected by an inadequate access to and poor quality of infrastructure services.

The Government has, therefore, decided to significantly increase infrastructure investments and has made provisions in the provincial budget to this effect. The Government is also the beneficiary of financial assistance for infrastructure projects from multilateral and bilateral development partners. In addition to projects funded by its budget and development loans, the Government is committed to engaging the private sector in the provision of infrastructure. The preferred mode is public-private partnerships (PPPs) where the private and public sectors enter into mutually beneficial contractual agreements for the provision of public infrastructure services.

The Government recognizes the need for and importance and benefits of private sector participation in infrastructure development. Punjab accounts for more than half of Pakistan's population and economic output. However, it is estimated that less than 50% of its infrastructure investment requirements can be met by public sector funds. The Government wants to fill the gap through PPPs and other forms of private sector participation. PPPs have been recognized worldwide as an essential mode of public service delivery. They attract private capital investment, increase efficiency through the profit motivation of the private sector, and help reform sectors through the reallocation of roles and risks.

1.2 PUNJAB PUBLIC PRIVATE PARTNERSHIP FRAMEWORK

1.2.1 POLICY DOCUMENTS

PPP for Infrastructure Act 2010: For the private investments in infrastructure to materialize, a comprehensive and consistent cross-sector legal framework is essential that establishes a clear and predictable environment within which investors will finance, implement and operate PPP projects. A well-drafted PPP law protecting rights of all the parties is a key component of such a framework as it will develop confidence of private investors in making investment in infrastructure development. The PPP law should describe the overall framework for undertaking PPP projects from beginning until the end. It should also outline the overall process for undertaking projects under PPP mode including all important issues, such as project identification and preparation, method of competitive bidding, and roles and responsibilities of each party involved. To provide a firm legal framework, the Punjab PPP for Infrastructure Act 2010 was enacted by Punjab Provincial Assembly on 12th July 2010. The Act is based on an inter-country comparison, incorporates international best practices, and is consistent with the other components of the enabling PPP framework.

PPP Policy: The PPP Policy aims at reinforcing the considerable enthusiasm for PPPs in various sectors, addressing the lack of trust between the public and private sectors to collaborate in infrastructure projects, and facilitating the creation of effective partnerships. The Government hopes to fully utilize the potential of PPPs for Punjab by strategizing and standardizing the PPP development. To ensure this, the PPP Policy states the objectives to be achieved through PPPs, provides guidance to the public sector on initiating, evaluating and executing PPP projects, and communicates the Government's position on PPPs to other stakeholders, including potential private sector partners and the public at large. The PPP Policy was approved by the Provincial Cabinet in September 2009.

PDF Guidelines: The Government has established a fund titled Project Development Facility (PDF) for the preparation of PPP projects including feasibility studies and to meet the cost of transaction advisors. The objective of the PDF is to help the line departments, local governments

and other government agencies to overcome the financial constraints for PPP project preparation. Reimbursement of the cost of project preparation will be sought from the winning bidder. PDF guidelines, which have been approved by the Provincial Cabinet, describe the detailed process for the utilization of the fund.

Project Preparation Guidelines: The Guidelines provide an overview of the life cycle of PPP projects, list the PPP modalities and infrastructure sectors covered, and explain why adequate project preparation is important. Thereafter, they outline a practice-oriented methodology for feasibility studies, and describe the various steps, tasks and processes required in their preparation.

Project Inception Guidelines: A practice-oriented methodology is described for the identification and screening of potentially suitable PPP projects, which can be used by line departments and local governments in-house without undertaking complex and time-consuming assessment studies requiring external support. This is followed by outlining the principles and procedure for drafting terms of reference (TOR) for the subsequent phases of project preparation and transaction execution, and selecting consultants to provide assistance during those two phases.

Transaction Execution Guidelines: The Guidelines describe a methodology for Government Agencies on how to select the Private Party for undertaking a PPP project.

1.2.2 INSTITUTIONAL ARRANGEMENTS

Under the Punjab PPP framework, comprehensive institutional framework has been established entrusting various roles and responsibilities at each level of the project life cycle from inception, preparation, approval, bidding and execution to project transfer. The Government has established the following entities as part of the PPP framework (Figure 1):

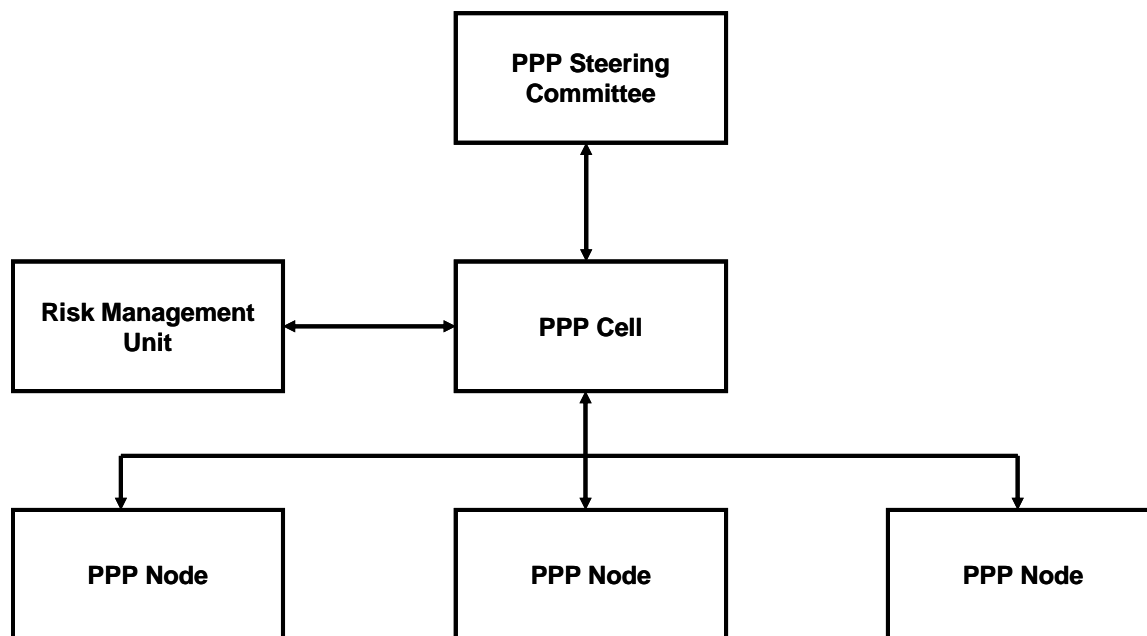
PPP Steering Committee: A high-level committee chaired by the Minister of Planning & Development has been notified.

PPP Cell: A dedicated Cell has been established in the Planning & Development Department to solely look into the PPP affairs in the Province.

PPP Nodes: Focal points are being established in Line Departments and government agencies to handle the PPP projects.

Risk Management Unit: The Unit is being established in the Finance Department to act as fiscal guardian and look into issues of project sustainability and fiduciary risks.

Figure 1: PPP Institutional Framework



2.0 SOCIAL IMPACT ASSESSMENT UNDER PROJECT LIFE CYCLE

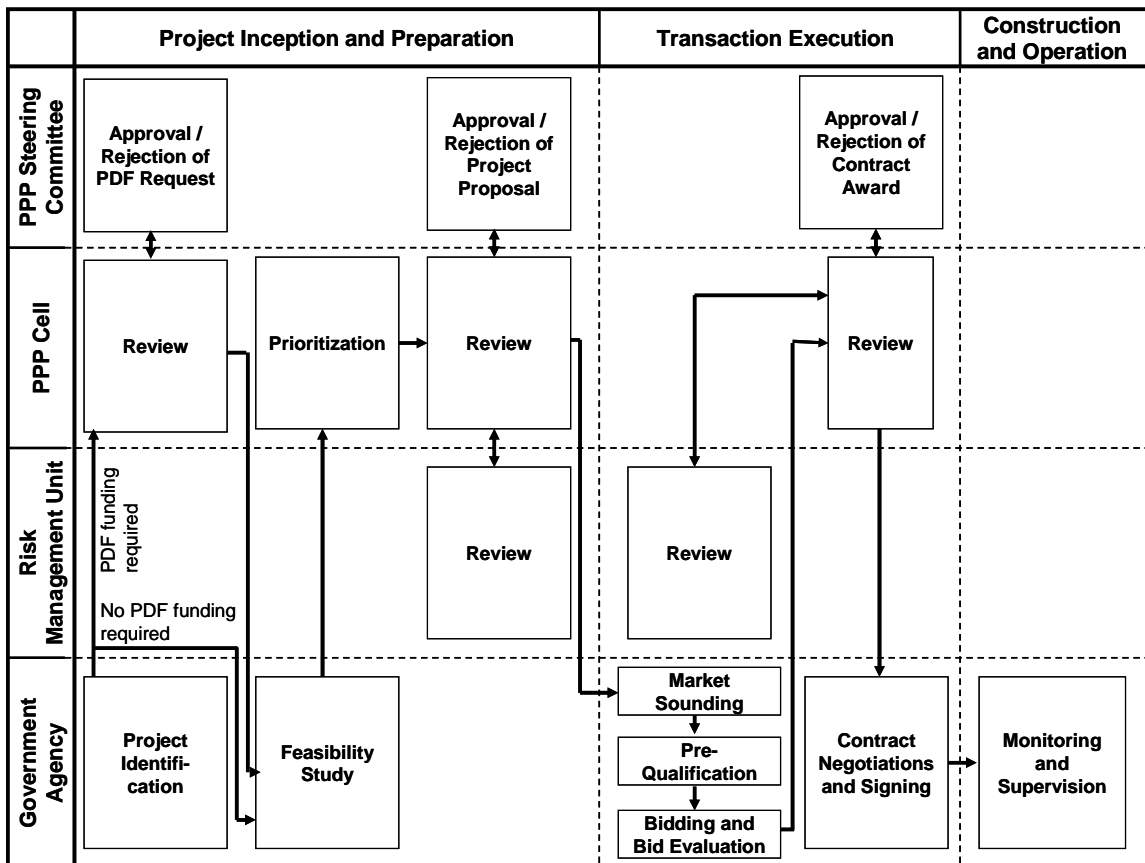
The following four main phases can be distinguished in the overall life cycle of PPP projects:

- (i) Project inception (identification and screening);
- (ii) **Project preparation (feasibility study); Social Impact Assessment study will be carried out at this stage of feasibility stage.**
- (iii) Transaction execution (selection of the private party); and

- (iv) Construction, operation and transfer (development, delivery and exit).

A flow chart of the main activities during these phases is shown in Figure 1. Figure 2.

Figure 2: Flow Chart of Project-Related Activities



3.0 APPLICABILITY OF THE GUIDELINES

These Guidelines are applicable to all PPP projects in the following infrastructure sectors:

- (1) Canals or dams;
- (2) Education facilities;
- (3) Health facilities;
- (4) Housing;

- (5) Industrial estates;
- (6) Information Technology
- (7) Land reclamation;
- (8) Power generation facilities;
- (9) Roads (provincial highways, district roads, bridges or bypasses);
- (10) Sewerage or drainage;
- (11) Solid waste management;
- (12) Sports or recreational infrastructure, public gardens or parks;
- (13) Trade fairs, conventions, exhibitions or cultural centers;
- (14) Urban transport including mass transit or bus terminals;
- (15) Water supply or sanitation, treatment or distribution; and
- (16) Wholesale markets, warehouses, slaughter houses or cold storages.

4.0 CONDUCTING SOCIAL IMPACT ASSESSMENTS

The impacts of development interventions take different shapes. While significant benefits flow forth from different development actions, there is need to also identify and evaluate the associated negative externalities.

Social Impact Assessment (SIA) is predicated on the perception that development interventions have social ramifications and it is imperative that decision-makers understand the consequences of their decisions before they act and people affected get the opportunity to participate in designing their future. SIA helps to make the project responsive to social development concerns. Developmental initiatives informed by SIA alleviate poverty, enhance inclusion and build ownership while minimizing and compensating for adverse social impacts on the vulnerable and the poor.

In other words, social impacts are impacts of developmental interventions on human settlements. Such impacts not only need to be identified and measured but also need to be managed in such a way that the positive externalities are magnified and the negative impacts are minimized.

4.1 DEFINITION – WHAT IS SOCIAL IMPACT ASSESSMENT

Social Impact Assessment can be defined in terms of efforts to assess or estimate, in advance, the social consequences that are likely to follow

specific policy actions including programs and the adoption of new policies, and specific government actions. It is a process that provides a framework for prioritizing, gathering, analyzing, and incorporating social information and participation into the design and delivery of developmental interventions. It ensures that development interventions:

- (i) are informed and take into account the key relevant social issues; and
- (ii) Incorporate a participation strategy for involving a wide range of stakeholders.

"Social Impact Assessment includes the processes of analysing, monitoring and managing the intended and unintended social consequences, both positive and negative, of planned interventions (policies, programs, plans, projects) and any social change processes invoked by those interventions. Its primary purpose is to bring about a more sustainable and equitable biophysical and human environment."

"Social impacts refer to changes to individuals and communities due to a proposed action that alters the day-to-day way in which people live, work, play, relate to one another, organize to meet their needs and generally cope as members of society"

4.2 MAIN OBJECTIVES & ADVANTAGES OF SIA

1. To engage all relevant stakeholders in consultations and public hearings;
2. To provide a detailed description and analysis of the social pre-project baseline situation as a basis for development planning, mitigation and future monitoring;
3. To provide an assessment based on collected baseline data to identify both positive and negative social impacts;
4. To optimize positive impacts and mitigate negative impacts from the development activities throughout the project lifetime;
5. To Enhanc benefits to the affected;
6. To avoid delays and obstruction in gaining development approval.

7. To build the trust and cooperation between community and stakeholders that is necessary for successful implementation of the project.

4.3 ENVIRONMENT ASSESSMENTS & SOCIAL IMPACT ASSESSMENT

SIA generally are a part of Environmental Assessments and concluded in the Environmental Assessments reports but social aspects may also be separately assessed from Environmental Assessment. However separate social impact guidelines will provide detail insight regarding the process of conducting the SIA, topics and areas to cover etc.

4.4 SCOPE OF SOCIAL IMPACT ASSESSMENTS

A Social Impact Assessment report, part of the feasibility study, should cover the followings but not limited to:

4.4.1 Assessment of Baseline Conditions (Baseline Data)

The baseline conditions are the existing conditions and past trends associated with the human atmosphere in which the proposed activity is taking place. This varies with the kind of project being executed. Baseline condition should include the followings:

- (i) **Population Characteristics**
 - Present population and expected change, ethnic and racial diversity, and influxes and outflows of temporary residents as well as the arrival of seasonal or leisure residents.
- (ii) **Community and institutional structures**
 - The size, structure, and level of organization of local government including linkages to the larger political systems. They also include historical and present patterns of employment and industrial diversification, the size and level of activity of voluntary associations, religious organizations and interests groups, and finally, how these institutions relate to each other

(iii) Political & Social Resources

- The distribution of power authority, the interested and affected publics, and the leadership capability and capacity within the community or region.

(iv) Individual and Family Changes

- The factors which influence the daily life of the individuals and families, including attitudes, perceptions, family characteristics and friend-ship networks. These changes range from attitudes toward the policy to an alteration in family and friendship networks to perceptions of risk, health, and safety.

(v) Community Resources

- The resources include patterns of natural resource and land use; the availability of housing and community services to include health, police and fire protection and sanitation facilities. A key to the continuity and survival of human communities are their historical and cultural resources. Under this collection of variables we also consider possible changes for indigenous people and religious sub-cultures

In Public Private Partnership projects, these would assume all greater significance as the private sector is presumed to be more concerned about efficiency and the consequent profit-making. For the government focus on equity considerations should be persistent and strong in PPP projects. The well known technique of stakeholder analysis should be employed for this purpose.

A baseline study is necessary for identification of the expected impacts of the projects and reliable baseline information is also vital for future monitoring of achievements. Social indicators for collecting baseline data have been enumerated in Table 6.5.

4.4.1.1 Potential Social Impacts

The following is a list of potential broad social issues which may need to be addressed in conducting SIA and the information pertaining to the following will be included in the base line condition as well as the

expected impacts which are likely to happen as a result of execution of the proposed development.

- (i) Access & mobility
- (ii) Accommodation & housing
- (iii) Community services and facilities
- (iv) Community identity & cohesion
- (v) Public safety
- (vi) Impact on future generations
- (vii) Economic
- (viii) Cultural & heritage
- (ix) Community values
- (x) Employment
- (xi) Education
- (xii) Tourism
- (xiii) Health
- (xiv) Demographics (population size and characteristics)
- (xv) Interaction between new development and existing community
- (xvi) Needs of social groups (women, aged, persons with disability, children, youth, indigenous, and ethnic)
- (xvii) Recreation facilities
- (xviii) Social equity
- (xix) Gender issues

4.4.2 Public Participation and Involvement

Public participation is one of the important element of SIA where the people or groups of people are likely to be affected from the development interventions and helps in determining the future course of action. This requires identifying and working with all potentially affected community starting at the very beginning of planning for the proposed interventions.

Community affected by proposed development includes:

- (i) Who live nearby;
- (ii) Who will be affected by the development intervention;
- (iii) Who are forced to relocate because of a project;
- (iv) Who have interest in a new project or policy change but may not live in nearness.

Once effected groups are identified, representatives from each group should be systematically interviewed to determine potential areas of concern / impact, and ways each representative might be involved in the planning decision process leading to assessing possible measures towards removing the reservations or minimizing the identified impacts. Public meetings by themselves may be inadequate for collecting information about public perceptions therefore detailed survey data can be used to define the potentially affected population.

4.4.3 Screening

Screening refers to defining the project limitations and boundaries under which SIA is to be conducted and includes the certain level of basic information about the proposal and its location required for screening purpose.

4.4.4 Scooping of Potential Negative and Positive Impacts

After the public discussions have been held and observations and recommendations of the affectees have been recorded, the next step is the scoping and analysis of the identified potential negative and positive impacts. This essentially involves identification and prioritization of the range of likely social impacts. All the identified negative and positive impacts are to be evaluated to its degree of sensitivity, probability of the event of occurring, level, consequences, cost and benefits associated with the impacts, duration of impact (long term or short term) etc.

4.4.5 Evaluation of Responses of Impacts

This step involves determining the significance of the identified social impacts to those who will be affected. Projecting the impacts through analysis is an important and also a difficult task, but the responses of affected parties frequently will have higher order significance impacts. After all the negative impacts have been estimated, it must be estimated that how the affected public would respond in attitude and actions. The actions of affected public can be estimated using personal interviews with those affected about what are their expectations through targeted public participation.

4.4.6 Evaluating Alternatives

This involves evaluating alternatives in terms of projection of their consequences for affected and interested stakeholders. Each alternative or modification to the proposed action should be assessed separately and subsequently a mitigation plan needs to be developed and implemented for all negative and adverse impacts.

4.4.7 Mitigation Measures

SIA report shall identify all negative, positive, direct, indirect, short term and long term impacts of the project, during pre-construction / design, construction and operation phases. This may be in the following forms:

- (i) Modification of the specific event in the project;
- (ii) Operation and redesign of the project or policy;
- (iii) Compensation for the impact by providing substitute facilities, resources and opportunities.

SIA report will recommend appropriate mitigation and rehabilitation measures for the negative impacts and includes the associated cost. All identified negative impacts should be dealt with in order of preference

- (i) Firstly to avoid
- (ii) Secondly minimize
- (iii) Thirdly compensate for adverse impacts

Each identified negative impact will be provided with separate and comprehensive doable mitigation measure and reflected in the comprehensive mitigation plan. Mitigation measure would also describe the roles and responsibilities of the parties involved for the successful implementation of the mitigation plan.

4.4.8 Monitoring Plan

The aim of monitoring is to observe changes over the time. It shall be done regularly and with well defined and relevant indicators based on the impacts and mitigation measures. In this regard a comprehensive

monitoring plan should be established to monitor the ongoing progress and shall include the followings:

- (i) Outline of the monitoring methodologies to be applied to measure progress.
- (ii) Baseline information on which progress can be measured
- (iii) Indicators to assess the successful implementations of the mitigation measures.

An effective monitoring plan should be in place in order to identify the deviations from the proposed actions identified in mitigation measures and any recording of important unanticipated impacts. This should follow project and program development and compare real impacts with projected impacts. It should predict the nature and extent of additional steps that should take place when unanticipated impacts occur.

4.4.9 Social Impact Management Plan (SIMP):

At the end of a social SIA process, a thorough and well researched social impact management plan should be prepared. The plan should:

- Summaries for all stakeholders the potential positive and negative impacts of the project, proposed mitigation and management strategies, and implementation actions,
- Reflect the findings and recommendations of the project's social impact assessment, including results of community commitment,
- Promote an active and ongoing role for communities, local authorities and all levels of government through construction, operation and decommissioning,
- Be developed for the life of the project,

4.4.10 Recommendations and Conclusions

An adequate summary would emphasize on the project description and description of socio-cultural and socio economics, social impacts and mitigation measures, alternatives, public consultation, resettlement and the resulting issues and recommendations.

4.5 Resettlements in Developing Projects

As most of the development projects have the potential to create resettlement effects by acquiring the belongings of the affected community. Resettlement effects may be either physical or economic. Physical resettlement is the actual physical relocation of people resulting from loss of homes, productive assets, or access to productive assets. Economic resettlement results from an action that interrupts or eliminates people's access to productive assets without physically relocating themselves.

Resettlement process requires the sincere commitment from the proponents and the political leadership for the effective and efficient drafting and implementation of the resettlement process for the affectees.

In case of huge acquiring of assets of the community for the development projects there is a need to prepare a comprehensive Resettlement Action Plan for the resettlement of the effected community or group. All projects that that involves large resettlements are required to prepare a Resettlement Action Plan (RAP).

4.5.1 Resettlement Action Plan (RAP)

A time-bound plan with budget in which the project proponent or other responsible entity specifies the procedures that it will follow and the actions (resettlement strategy, objectives, options, entitlements, actions approvals, responsibilities, monitoring and evaluation) that will take to mitigate adverse effects, compensate losses, and provide development benefits to persons and communities affected by a development project.

The scope and level of detail of a Resettlement Action Plan (RAP) will vary with circumstances, depending on the project's complexity and the magnitude of its effects. At a minimum the RAP must ensure that the livelihoods of affected persons by the project are restored to levels prevailing before inception of the project.

4.6 TERMS OF REFERENCES (TORs) FOR SOCIAL IMPACT ASSESSMENT

In this section, outline TOR for conducting SIA are described that should become part of the overall TOR for the feasibility study. but in few cases where feasibility study is prepared without SIA in such cases separate terms of references may be prepared for conducting SIA study. For instance in case of unsolicited proposal where the bidder has prepared the detailed feasibility study but has not worked on SIA in such case independent SIA study shall be initiated if the executing agency is satisfied with rest of the feasibility study contents.

4.6.1 Project Background

This part will cover the project background which shall include the departmental goals and objectives leading to the execution of the project.

4.6.2 Project Objectives

Section will elaborate in detail the key objectives associated with the project which shall include the outcomes, benefits of the projects.

4.6.3 Scope of Services

Scope of services of the consultants conducting SIA will cover the following:

- (i) Identify and assess the positive effects of the project in terms of satisfying basic needs, alleviating poverty, generating employment, and reaching large population segments;
- (ii) Recommend measures to ensure sustainability of such positive effects;
- (iii) Identify and assess negative social effects such as physical displacement, changes in access to resources, disruption to livelihoods, changes in social or economic standing, inequitable distribution of benefits and costs among stakeholders, and changes to patterns of behavior that would not be consistent with prevailing gender perceptions, social norms, and religious or cultural values;

- (iv) Determine whether the project has negative effects on particular categories of stakeholders such as women and ethnic minorities;
- (v) Determine whether there are any risks regarding the participation and acceptance by stakeholders that are essential for the sustainability of the project;
- (vi) Recommend mitigation measures such as special institutional arrangements and modifications in project design;
- (vii) Estimate the cost of the recommended mitigation measures;
- (viii) Develop a system with explicit indicators for monitoring and evaluation of social impacts during project implementation and operation.

4.6.4 Eligibility

Government agency will determine the appropriate eligibility criteria for the consultants for conducting SIA.

4.6.5 Time Schedule

Government agency will determine reasonable timeframe to conduct SIA study.

4.6.6 Deliverables

Government agency will determine the reporting pattern which may include:

- Inception report
- Monthly progress reports (In case of large assignments)
- Draft Final Report
- Final Report

5.0 ROLE OF GOVERNMENT AGENCY & PPP CELL

5.1 Government Agency

SIA for any infrastructural projects are done at the time of preparing feasibility studies and government agency will make the terms of references of SIA as part of consolidated terms of references for the

feasibility study. Further the consultant working on feasibility study will prepare separate report of SIA as part of the comprehensive detailed feasibility study and will mention the SIA conclusions and recommendations in the feasibility study.

5.1.1 Unsolicited Proposal

In case of unsolicited proposal received by any Government Agency where the bidder has prepared the detailed feasibility study but did not conducted SIA, government agency, after being satisfied that the other contents of the feasibility study submitted by the unsolicited bidder are acceptable, will initiate SIA itself through independent and eligible consultants.

The role of Government Agencies following completion of feasibility studies including SIA has been defined in depth in the policy documents described in Section 1.2.1 and should be followed accordingly.

5.2 PPP Cell

As soon as the feasibility study including SIA has been completed, the Government Agency should submit it to the PPP Cell. The study should be scrutinized by the PPP Cell to ensure its completeness and high quality. The role of the PPP Cell in the subsequent activities is defined in depth in the policy documents described in Section 1.2.1.

6.0 TENTATIVE FORMATS FOR SOCIAL IMPACT ASSESSMENT:

The following tentative tables may be used by the Consultants for the SIAs:

SOCIAL IMPACT ASSESSMENT GUIDELINES

Table 6.1

PRIMARY BASELINE DATA COLLECTION

Category	yes	No	Likely	Not applicable	REMARKS Where possible, provide details (Expected number of households, area of land, types of structures likely to be affected, quantity and value of assets, nature of conflicts if any)
<i>Rapid Social Assessment and Consultation with the communities in the project area</i>					
• Poverty group affected					
• Women headed households affected					
• Ethnic Minority affected					
• Indigenous Peoples affected					
• Other vulnerable groups ¹ affected					
• Others					

Table 6.3

ADOPTED MITIGATION MEASURES

Project Action	Parameter	Identified Impact	Adopted Mitigation Measure(s)
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•			
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SOCIAL IMPACT ASSESSMENT GUIDELINES

Table 6.4

MONITORING FORM

Name of Project: _____
Location of Project: _____
Nature / Type of Project: _____
Executing authorities / agencies: _____

Proposed Actions	Issued Identified	Mitigation Measures	Results Indicator	Data Sources	Reporting Frequency	Responsibility

Signature:

Name and designation of monitoring Officer:

Date:

Table 6.5 Social Indicators for Collecting Baseline Data

Parameter	Data Required
Social Environment	
Population	<p>Data obtainable from national and regional government, NGOs and other civil society groups</p> <p>Demographic data (population size, age and sex composition, geographic distribution, density, ethnicity, literacy and education, population growth, problems/pressures associated with demographic trends)</p> <p>Special issues: migration patterns and associated problems, characteristics of poor people and other, vulnerable groups</p> <p>For the purpose of SIA, broad information on demographic data and trends, emphasizing vulnerable groups and pressures, is sufficient.</p>
Gender	<p>Data obtainable from national and regional government, NGOs and other civil society groups</p> <p>Gender perspective in legal and policy framework, socio-cultural norms regarding gender (in)equality (labour, rights, access to and control over resources), participation in decision making at all levels, existence and capacity of CSOs and women's organizations, types of development programmes and projects; targeting women</p> <p>For the purpose of SIA, a broad understanding of gender issues at the national/regional level is sufficient.</p>
Health	<p>Data obtainable from Health department, national and international NGOs (Red Cross, Medicines sans Frontiers, CARE)</p>

SOCIAL IMPACT ASSESSMENT GUIDELINES

Parameter	Data Required
	<p>Epidemiological data on communicable and non-communicable diseases, tropical diseases, data on malnutrition status, occupational health and safety, environmental health, mortality, hygiene and health awareness</p> <p>For the purpose of SIA, a broad understanding of health issues at the national/regional level is sufficient.</p>
Civil Society	<p>Data obtainable from government and civil society organizations</p> <p>Data on composition and size of the civil society (community-based organizations, NGOs, professional associations, etc) and their activities and dynamics, involvement in decision making at all levels.</p> <p>Of specific interest may be the level of organization of vulnerable groups (youth, elderly, vulnerable ethnic groups, etc.), poor and women and their participation in political and community activities.</p> <p>A broad understanding of civil society dynamics and activities at the national/regional level suffices.</p>
Social Framework	<p>Data obtainable from government agencies and national/international NGOs</p> <p>Country's position on human rights and gender equality and implementation level, national laws, policies and programs aiming to address social problems, government's priorities in terms of development and budgeting, governmental institutions and administrative structures (national and regional)</p> <p>Specific interest in capacities in the environment, and social sectors</p> <p>A broad understanding of the societal framework is sufficient</p>
Cultural Environment	<p>Data obtainable from national and regional government, national and international NGOs (eg. UNESCO), community consultation</p> <p>Data on cultural heritage (architectural, archaeological, landscape), right and use of</p>

SOCIAL IMPACT ASSESSMENT GUIDELINES

Parameter	Data Required
	natural resources related to cultural practices, major concerns, opinions and aspirations of local , populations, environmental awareness A broad understanding of the cultural settings is sufficient for the purpose of SIA.
Economic Environment	Data obtainable from Ministry of Economic Affairs or Finance (or equivalent), Dept. of Agriculture, Industry, industry federations, labour unions, agricultural organizations, etc. Broad data on major economic activities and growth (primary, secondary and tertiary sectors), relative importance of the formal and informal sectors, right, use and dependence on renewable and non-renewable resources, inequality patterns (wealth distribution, male-female, rural-urban), national and regional employment levels and working conditions